

## **ARLINGTON PUBLIC SCHOOLS**

*In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:*

***Arlington School Committee  
Standing Subcommittee: Policies and Procedures  
Wednesday, May 17, 2023  
4:00 PM***

*Conducted by Remote Participation <https://www.mass.gov/doc/order-suspending-certain-provision-of-open-meeting-law/download>*

*Topic: Arlington School Committee - Policies and Procedures Subcommittee Meeting*

*Join Zoom Meeting  
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*Meeting ID: 857 8587 4799*

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*Open Meeting (P. Schlichtman)*

*There will be no **Public Comment** agenda item. As part of the agenda, members of the public who wish to comment on individual agenda items will have the opportunity to join the discussion.*

*Approval of Minutes*

- *Meeting Minutes - May 1, 2023*

*Policies and procedures pertaining to curriculum challenges, including but not limited to:*

- *File IGD - Curriculum Adoption*
- *File IJ - Instructional Materials*
- *File IJ-R - Reconsideration of Instructional Resources*
- *File IJL - Library Materials Selection and Adoption*
- *File KE - Public Complaints*
- *File KEC - Public Complaints about the Curriculum or Curriculum Materials (Retired)*

*Future Agenda Items*

- *File ADF - Nutrition and Wellness Policy*

*Adjournment (P. Schlichtman)*

*The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

*Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.*

*Submitted by Paul Schlichtman*

Massachusetts law requires all open session meetings of public bodies to be accessible to members of the public, including those with disabilities. If you need reasonable accommodations in order to participate in the meeting, contact the Administrative Assistant to the Arlington School Committee Liz Diggins at [ediggins@arlington.k12.ma.us](mailto:ediggins@arlington.k12.ma.us).



## Town of Arlington, Massachusetts

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### Meeting Location - Remote

#### Summary:

Conducted by Remote Participation <https://www.mass.gov/doc/order-suspending-certain-provision-of-open-meeting-law/download>

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Meeting ID: 857 8587 4799

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## **Town of Arlington, Massachusetts**

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### **Open Meeting (P. Schlichtman)**

#### **Summary:**

There will be no **Public Comment** agenda item. As part of the agenda, members of the public who wish to comment on individual agenda items will have the opportunity to join the discussion.



## **Town of Arlington, Massachusetts**

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### **Approval of Minutes**

#### **Summary:**

- Meeting Minutes - May 1, 2023

#### **ATTACHMENTS:**

Type	File Name	Description
<input checked="" type="checkbox"/> Document for Approval	Policies_Minutes_050123.pdf	Meeting Minutes - May 1, 2023

**Arlington School Committee  
Standing Subcommittee: Policies and Procedures  
Monday, May 1, 2023  
8:00 a.m.  
Superintendent's Office - Hybrid  
Sixth Floor, Arlington High School  
869 Massachusetts Avenue  
Arlington, MA 02476**

**Draft Minutes**

The meeting was called to order at 8:01 a.m.

**Subcommittee members present:** Paul Schlichtman, Laura Gitelson, Jeff Thielman

**Also Present:** Elizabeth Homan, Superintendent; Kirsi Allison-Ampe

**Members of the Public:**

Julie Hall, 189 Jason Street

Sarah Barton, 57 Huntington Road

There was no **Public Comment** agenda item. As part of the agenda, members of the public who wished to comment on individual agenda items will have the opportunity to join the discussion.

**Approval of Minutes** – April 24, 2023

On a **motion** by Mr. Thielman, **seconded** by Ms. Gitelson, it was **voted** to approve the minutes of November 29, 2021. (3-0)

**File BEE - SPECIAL PROCEDURES FOR CONDUCTING HEARINGS**

Dr. Allison-Ampe requested clarification of File BEE. While BEE aligns with the requirements of state mandated public hearings, she said committee chairs need more latitude when conducting hearings initiated at the local level. The committee discussed language that would clearly state File BEE applies only to state mandated public hearings.

On a **motion** by Mr. Thielman, **seconded** by Ms. Gitelson, it was **voted** to insert the words LEGALLY REQUIRED into the title of File BEE, revise the language to clarify when the policy is applied, change the word "citizens" to "speakers," and forward the amended policy to the full school committee for first reading. (3-0)

**Policies and procedures pertaining to curriculum challenges**, including but not limited to:

- File IGD - CURRICULUM ADOPTION
- File IJ - INSTRUCTIONAL MATERIALS
- File IJ-R - RECONSIDERATION OF INSTRUCTIONAL RESOURCES
- File IJL - LIBRARY MATERIALS SELECTION AND ADOPTION
- File KE – PUBLIC COMPLAINTS
- File KEC – PUBLIC COMPLAINTS ABOUT THE CURRICULUM OR CURRICULUM MATERIALS (RETIRED)

Mr. Thielman presented a suggested revision to File IGD and File IJ-R. The committee discussed potential revisions of IGD and IJ-R.

Dr. Allison-Ampe said that she would prefer deleting IJ-R, while incorporating applicable language into File KE. Ms. Gitelson agreed. The subcommittee agreed to offer Dr. Allison-Ampe the opportunity to present a revised version of KE at the next subcommittee meeting.

### **Future Agenda Items**

None

### **Adjournment**

On a **motion** by Mr. Thielman, **seconded** by Ms. Gitelson, it was **voted** to adjourn at 8:52 a.m.

**File: BEE - SPECIAL PROCEDURES FOR CONDUCTING ~~LEGALLY REQUIRED~~  
HEARINGS**

In conducting all public hearings required by law, ~~and others as it deems advisable~~, the School Committee will:

1. Give due and public notice in line with statutory requirements ~~and seek to publicize the meeting in all local media.~~
2. Make available printed information on the topic of the hearing.
3. Give all persons an equal opportunity to be heard in accordance with the Committee's policy.

The Chairperson of the Committee will preside at the hearing.

The public will be informed at the beginning of the hearing the ~~particular~~ procedure that will be followed in regard to questions, remarks, rebuttals, and any time limitations or other rules that must be followed to give everyone an opportunity to be heard.

In conformance with customary hearing procedures, statements and supporting information will be presented first by the Committee, or by others for the Committee; to comment, ~~citizens~~ **speakers** must be recognized by the Chair, and all remarks must be addressed to the Chair and be germane to the topic. To assure that all who wish get a chance to speak, the Chair will recognize persons who have not commented previously during the hearing before recognizing persons who wish to remark a second time.

**File: IGD - CURRICULUM ADOPTION**

The School Committee will rely on its professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school system, align with state standards, and respond to the changing needs of students. The district's professional staff continually evaluates existing and new curricula, piloting curricula in development as appropriate.

The Superintendent will have the authority to approve new programs and courses of study. The Committee itself will consider, and officially adopt, new programs and courses when they constitute an extensive alteration in instructional content or approach. Extensive alterations in instructional content that require School Committee approval may include but are not limited to, changes to the objectives or major topics of curricula, changes that carry significant budget ramifications for the district, or the adoption of a new instructional resource in a core content area.

The Committee will be informed of all new courses and substantive revisions in curricula that are under consideration. The School Committee's acceptance of the high school program of studies, including a listing of courses, will constitute its adoption of the high school curriculum for official purposes.

LEGAL REF.: M.G.L. [15:1G](#); [71:1](#); [69:1E](#)

**File: IJ-R – RECONSIDERATION OF INSTRUCTIONAL RESOURCES**

Any resident of the Town of Arlington, parent or guardian of an Arlington Public School student, or any employee of the Arlington Public Schools may request that the district reconsider the use of instructional resources, including materials housed in school libraries, curriculum materials, and other resources that support the education of Arlington's students.

No materials subject to a request for reconsideration shall be removed from a school, curriculum, educational program, or school library pending a final decision. School-Level Reconsideration

This step is required before a district-level reconsideration. Any parent or guardian of an Arlington Public School student, Town Resident, or Arlington Public School employee objecting to the use of instructional resources must first request a meeting with the principal of the school where the materials are being used to discuss their concern. During this meeting, the principal and school or district staff who join the meeting will provide information regarding the selection and use of the instructional resources and explain the philosophy and goals of the curriculum related to the instructional resources in question.

If the instructional resources are being used in multiple schools, the complainant(s) shall request a meeting with the principal of their student's school, the school in which they work if they are an Arlington Public School employee, or the school closest to their home if they are an Arlington resident.

At any time in the school-level reconsideration phase, the Superintendent or their designee may choose to meet with the complainant, with or without the presence of the principal of the school where the instructional resources are used or housed. The Superintendent may direct that a meeting with district staff take place in the school-level reconsideration phase in lieu of an initial meeting with a school principal.

If the school district is in the process of evaluating the continued use of instructional resources that are the subject of the request for reconsideration, a complaint may not move to the district level reconsideration stage until the district completes its internal evaluation process.

### **District Level Reconsideration**

If the complainant(s) is not satisfied with the response given during the school-level (initial step) reconsideration, the complainant may enter the district-level reconsideration process by emailing or writing to the Superintendent of Schools or their designee to make a formal request for reconsideration. Upon receipt of a request for reconsideration, the Superintendent's Office shall provide the complainant with a copy of this policy, and the Superintendent shall inform the School Committee of the request for district-level reconsideration.

The Superintendent may choose not to pursue a reconsideration at the district level, make a determination on the complaint, and report their findings to the School Committee.

A written request for reconsideration of instructional resources shall include the following:

- A description of the instructional resources the person or persons objects to and their use in instruction,
- A summary of why the person or persons raising the objection believes the instructional resources should not be used or housed by the Arlington Public Schools,
- Any research or other materials to support their positions, and
- The date, time, place, and any additional information on the meeting the person or persons had with the school principal and other school staff during the informal reconsideration process.

The Superintendent has the authority to determine if the request for reconsideration provides sufficient information to warrant the calling of an Instructional Resources Reconsideration Committee. Within 20 working days of receiving the request for reconsideration of instructional resources, provided that the materials are sufficient for committee review, the Superintendent or their designee shall appoint and schedule a meeting of an Instructional Resources Reconsideration Committee of administrators, classroom teachers, support staff, community members, parents, and, if appropriate, students. The Superintendent shall select the Chair of the Committee and its members. The committee shall include individuals with diverse perspectives and experiences, including district and school staff who are subject matter experts on the instructional resources in question and others from the district with experience in curriculum development and implementation.

The Superintendent or their designee shall provide the Committee with copies of materials submitted by the person or persons raising the objection as well as any other appropriate information related to the challenged materials. At the scheduled meeting, the person or persons raising the objection shall have the opportunity to address the Instructional Resources Reconsideration Committee.

The Instructional Resources Reconsideration Committee will consider the information presented and, if appropriate, vote to remove or retain the instructional materials in question or vote to ask that the materials be modified in some way. Within five (5) working days of the final Instructional Resources Reconsideration Committee's meeting on the complaint, the Committee shall issue a written report that summarizes the information presented, any votes taken, and any recommendations made. If any members of the Instructional Resources Reconsideration Committee disagree with the decision of the majority of committee members, the written report must include a section explaining dissenting views.

Within five (5) working days of receiving the Instructional Resources Reconsideration Committee's written report and decision, the Superintendent or their designee shall notify the person or persons who filed the complaint in writing of the decision of the Instructional Resources Reconsideration Review Committee and shall share with the complainant(s) the written report of the Committee, including any votes taken and recommendations made.

### Appeal to the School Committee

The complainants may appeal a decision of the Instructional Resources Reconsideration Committee to the Arlington School Committee. The complainant must file a notice of appeal in writing, including by email, to the Chair and Secretary of the School Committee within 10 working days of receiving the Instructional Resources Reconsideration Review Committee's written report and decision from the Superintendent or their designee.

When such an appeal is filed with the Arlington School Committee, the office of the Superintendent will forward to the Committee a copy of the Instructional Resources Reconsideration Committee's written report and any supporting materials related to the request for reconsideration, including the original materials filed by the person or persons raising the objections.

The chair shall determine the process of responding to the appeal per School Committee procedures. The Committee shall follow its agenda setting and other procedures in place for meetings for any deliberations related to an appeal of a decision by an Instructional Resources Reconsideration Committee.

### Time Limitation

Once a request for reconsideration of instructional resources has been resolved through the formal reconsideration process, the decision will not be reconsidered for three complete school years, commencing with the end of the academic year when the decision was made. This applies to decisions reached by an Instructional Resources Reconsideration Committee that are not appealed to the School Committee as well as decisions made by the School Committee.

REF: File BEDB (Agenda Format/Preparation and Dissemination); File IGD (Curriculum Adoption)



## Town of Arlington, Massachusetts

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**Policies and procedures pertaining to curriculum challenges, including but not limited to:**

**Summary:**

- File IGD - Curriculum Adoption
- File IJ - Instructional Materials
- File IJ-R - Reconsideration of Instructional Resources
- File IJL - Library Materials Selection and Adoption
- File KE - Public Complaints
- File KEC - Public Complaints about the Curriculum or Curriculum Materials (Retired)

**ATTACHMENTS:**

Type	File Name	Description
❑ Policy	File_IGD_-_Curriculum_Adoption.pdf	File IGD - Curriculum Adoption
❑ Policy	File_IJ_-_Instructional_Materials.pdf	File IJ - Instructional Materials
❑ Policy	File_IJ_R_-_Reconsideration_of_Instructional_Resources.pdf	File IJ R - Reconsideration of Instructional Resources
❑ Policy	File_IJL_-_Library_Materials_Selection_and_Adoption.pdf	File IJL - Library Materials Selection and Adoption
❑ Policy	File_KE_-_Public_Complaints.pdf	File KE - Public Complaints

## **File: IGD - CURRICULUM ADOPTION**

The School Committee will rely on its professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school system.

The Superintendent will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals. The Committee itself will consider, and officially adopt, new programs and courses when they constitute an extensive alteration in instructional content or approach.

The Committee wishes to be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the curriculum for official purposes.

LEGAL REF.: M.G.L. [15:1G](#); [71:1](#); [69:1E](#)

## **File: IJ - INSTRUCTIONAL MATERIALS**

The School Committee believes that materials appropriate to the needs of the school program must be available to each student and teacher. These will be furnished by the School Committee subject to budgetary constraints.

The task of selecting instructional materials for programs will be delegated to the professional staff of the school system. Because instructional programs and materials are of great importance, only those that meet the following criteria will be approved by the Committee:

1. They must present balanced views of international, national, and local issues and problems of the past, present and future.
2. They must provide materials that stimulate growth in factual knowledge, literary appreciation, aesthetic and ethical values.
3. They must help students develop abilities in critical reading and thinking.
4. They must help develop and foster an appreciation of cultural diversity and development in the United States and throughout the world.
5. They must provide for all students an effective basic education that does not discriminate on the basis of race, age, color, religion, national origin, sex, gender identity, physical disabilities or sexual orientation.
6. They must allow sufficient flexibility for meeting the special needs of individual students and groups of students.

LEGAL REFS.: M.G.L. [30B:7](#); [71:48](#); [71:49](#); [71:50](#)

BESE regulations 603 CMR [26.00](#)

CROSS REF.: KEC, Public Complaints about the Curriculum or Instructional Materials

## **File: IJ-R - RECONSIDERATION OF INSTRUCTIONAL RESOURCES**

Material that is challenged usually belongs to one of the three basic categories: religion, ideology, or profanity/obscenity. Board policies regarding these areas shall be as follows:

### **Religion-Factual, unbiased material on religions has a place in school libraries.**

**Ideologies-Libraries should, with no thought toward swaying reader judgment, make available a balanced collection of primary and factual material, on the level of their students on various ideologies or philosophies which exert or have exerted a strong force, either favorably or unfavorably, in government, current events, politics, education and other phases of life.**

### **Profanity/Obscenity-Materials shall be subjected to a test of literary merit and reality in context using the criteria established.**

When a problem concerning instructional resources in a school arises, the disposition of the problem will be made in a reasonable period of time using District adopted procedures.

In accordance with the statement of philosophy, no questioned materials shall be removed from the school pending a final decision. Pending the outcome of the request for reconsideration, however, access to questioned materials can be denied to the students of the parents making the complaint, if they so desire.

If the decision of the School Committee is that the questioned instructional resource be retained, the District will not convene a Review Committee relative to the same complaint for a period of three years. If a substantially different point of view is advanced, it will be investigated. (The period of three years does not apply in this instance).

If an individual or a group undertakes action to keep material from the shelves by checking it out and failing to return it, or by taking turns in keeping it checked out so that it is not available for student use, the Superintendent shall request, in writing, the return of the material. If it is not returned within thirty (30) days, a bill for the current replacement cost of the item shall be rendered to the party holding the item.

After the School Committee has adopted new materials or approved certain methods, that decision will not be reconsidered for a period of three years beginning with the end of the school year when the adoption is made.

## **File: IJL - LIBRARY MATERIALS SELECTION AND ADOPTION**

The School Committee endorses the School Library Bill of Rights, as adopted by the American Library Association, which asserts that the responsibility of the school library is to:

1. Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.
2. Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
3. Provide a background of information that will enable students to make intelligent judgments in their daily lives.
4. Provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.
5. Provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
6. Place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

Initial purchase suggestions for library materials may come from all personnel--teachers, coordinators, and administrators. Students will also be encouraged to make suggestions. The librarian will recommend materials to be included in the school library. Final approval and authority for distribution of funds will rest with the building Principal subject to the approval of the Superintendent.

Gifts of library books will be accepted in keeping with the above policy on selection. Complaints about library books will be handled in line with Committee policy on complaints about instructional materials.

LEGAL REF.: 603 CMR [26:05](#)

CROSS REF.: KEC, Public Complaints about the Curriculum or Instructional Materials

## **File: KE - PUBLIC COMPLAINTS**

When a staff member receives a complaint, the School Committee expects the staff member to do so courteously and to make an appropriate reply.

The School Committee believes that complaints and concerns are best addressed and resolved as close to their origin as appropriate to the circumstances. Thus, the Committee encourages individuals to present and discuss any complaints they may have with the staff member against whom the complaint is directed whenever appropriate. If the individual is not comfortable addressing the matter with the staff member, or if the matter remains unresolved after doing so, the individual may address the complaint to the Building Principal or his/her designee or to the Superintendent of Schools or his/her designee.

Whenever a complaint is made directly to the School Committee as a whole or to a School Committee member as an individual, it will be referred to the school administration for study and possible solution, provided that the School Committee may directly address complaints regarding the conduct or performance of the Superintendent where appropriate.

Should dissatisfaction remain after the above steps have been taken, the complainant may contact the School Committee Chair, who shall arrange for the School Committee to address the matter if the Chair deems appropriate



## **Town of Arlington, Massachusetts**

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### **Future Agenda Items**

#### **Summary:**

- File ADF - Nutrition and Wellness Policy

#### **ATTACHMENTS:**

Type	File Name	Description
<input checked="" type="checkbox"/> Policy	File_ADF_- _Nutrition_and_Wellness_Policy.pdf	File ADF - Nutrition and Wellness Policy

## **File: ADF - NUTRITION AND WELLNESS POLICY**

The Arlington Public Schools support health, nutrition and physical activity for everyone.

The "Act Relative to School Nutrition" signed into law on July 10, 2010, and the amendment to this Act passed in June, 2012, requires the Massachusetts Department of Public Health to establish standards for competitive foods and beverages sold or provided in public schools during the day. The goal of the standards is to ensure that public schools offer students food and beverage choices that will enhance learning, contribute to their healthy growth and development, and cultivate life-long healthy eating behaviors. The regulations are part of the Commonwealth's broad- based, collaborative initiative to reduce childhood obesity and prevent its complications in childhood and later in adulthood. This policy has been developed to meet the requirements and is based on the following goals:

1. Students will acquire the knowledge, skills and motivation necessary to achieve and maintain optimum health and lifelong fitness.
2. The Arlington Public School District is committed to providing school environments that promote children's health, well-being, and ability to learn by supporting healthy eating and physical activity.
3. The Arlington Public School District will offer ongoing physical activities to assess, plan, implement, promote and evaluate student and staff wellness.

Staff and administration will work to incorporate physical activity during the school day as well as promote before and after school physical activity opportunities.

The Arlington Public Schools will strive to improve the health and wellness of our school community. Healthy children are the foundation of a healthy society and through healthy diet and maintenance of healthy body weight, we can reduce chronic diseases. Healthy, active, well-nourished children are better able to learn. Eating, health, and activity habits developed in youth will affect health throughout life. Following the principles of the Dietary Guidelines for Americans, a healthy diet includes foods from all food groups with limited portions of foods high in sugar, saturated and trans fat, and salt.

### **Nutrition**

The nutrition standards and associated regulations promulgated by the Massachusetts Department of Public Health and Department of Elementary and Secondary Education apply to competitive foods and beverages sold or provided to students 30 minutes before the beginning of the school day until 30 minutes after the school day ends. Foods and beverages sold in vending machines must comply with the standards at all times.

**Food Sold For Fundraising** The Arlington Public Schools will allow only non-food items to be sold as part of school-sponsored fundraising activities during the school day. This mandate extends from 30 minutes before to 30 minutes after the school day. Bake sales for an election day that corresponds to a school day are exempt. Also, food sold for fundraising not for immediate consumption in school, but to take home shall be permitted.

School sponsored events to raise funds that do not take place during the school day are strongly encouraged to include healthy alternatives.

### **Healthy Classroom Parties and School Celebrations**

The Arlington Public Schools recognize that classroom parties and celebrations are tradition at school. However, with the current goals of promoting healthy eating, parents are strongly encouraged to not send in any food items to share with the class. As of September of 2013, all classroom Birthday celebrations will be food free. Until then, all foods must meet the nutrition guidelines. All other classroom parties and school celebrations that contain food must be approved by the building Principal.

## **Curriculum Based Foods**

Curriculum based food activities run by a teacher will need the teacher's approval as well as the building principal approval.

## **Nutrition Education**

The Arlington Public Schools are dedicated to providing students with the knowledge and means to make healthy food choices, healthy lifestyle, and physical activity choices. This is accomplished by increasing awareness of the benefits of eating healthy, getting the recommended amount of daily physical activity, defining nutrition and physical activity goals through an integrated approach of nutrition topics in grades K-12.

## **Students Bringing in their own Food**

Parents/Guardians may send their individual students to school with whatever food they deem appropriate. Food should not be shared.

## **Access to Water**

The Arlington Public Schools will make water available to all students during the day without charge.

## **Physical Fitness**

The Arlington Public Schools values physical activity and physical fitness.

## **Daily Recess**

All elementary school students will have daily-supervised recess, preferably outdoors, during which schools should encourage, verbally and through the provision of space and equipment, moderate to vigorous physical activity. To the extent possible, schools will endeavor to schedule recess prior to lunch since research indicates that physical activity prior to lunch can increase the nutrient intake and reduce food waste. Teachers will strive not to withhold recess or physical education as a punitive measure. Outdoor recess should be provided for students at times when it is not precipitating, and the wind chill is above 20 degrees Fahrenheit.

## **Physical Activity Opportunities Before and After School**

The Middle and High School will offer extracurricular physical activity programs, such as physical activity clubs or intramural programs. The Middle and High School as appropriate will offer interscholastic sports programs and other sports programs. The Arlington Public Schools will offer a range of activities that meet the needs, interests, and abilities of all students.

## **Food Services**

The Arlington School Food Service Department will comply with all provisions of the Healthy, Hunger-Free Kids Act of 2010 as well as the Massachusetts Department of Public Health Nutrition Standards for Competitive Foods and Beverages in Public Schools. This includes the requirements for the National School Lunch and Breakfast Programs.

## **Wellness Committee**

The Arlington Public Schools Wellness Committee, established by policy in 2006, shall continue to consist of at least one parent, student, nurse, school food representative, School Committee member, school administrator, member of the public, and other community members as appropriate. The Wellness Committee will provide oversight of the policy and regulations.

## **Measurement and Evaluation**

Evaluation and measurement of progress toward the wellness goals is an integral component of the process to ensure and sustain student health, good nutrition and physical activity. Information relevant to school wellness and nutrition will be available to the School Committee and the public, except where it infringes on the right to privacy of students and staff. In particular, all contracts of the Arlington Public Schools and the School Food Service related to the sale or marketing of foods and beverages will be public information, available for inspection upon request from members of the community.

To promote steady, feasible, improvements in school meals year after year, the Superintendent or designee will provide a report to the School Committee by the first meeting in September for the previous academic year, describing the activities and financial status of the School Food Service (including sales of school meals in the free, reduced-price and full-price categories, and sales from vending machine) setting specific goals for nutrition and wellness improvements in the coming year, and summarizing the progress on the goals for the year just completed.

The Superintendent or his/her designee will provide a report to the School Committee at the end of each school year describing the implementation of this Wellness Policy. The report will include but not be limited to: information about the staff that have been assigned nutrition and wellness responsibilities, available statistics about the health and wellness status of students, progress and hurdles on implementing the wellness policy provisions, any exceptions that the Superintendent authorized to those provisions, goals and specific actions for improving nutrition and wellness in the coming school year, achievement of the goals and actions from the year just completed, and any recommendations for future revisions to the Wellness Policy itself.

LEGAL REFS.: The Child Nutrition and WIC Reauthorization Act of 2004, section 204, P.L 108-265

The Richard B. Russell National School Lunch Act, 42, U.S.C. 1751-1769h

The Child Nutrition Act of 1996, 42 U.S.C. 1771-1789

CROSS REFS.: [ADC](#), Smoking on School Premises

DJG, Vendor Relations

EBBA, First Aid

[EFC](#), Free and Reduced-Cost Food Services

GBGA, Staff Health

IHAE, Physical Education

[IHAM](#), Health Education

[IHAMA](#), Teaching About Alcohol, Tobacco, and Drugs

[JLCCB](#), Students with Life Threatening Allergies

[KI](#), Public Solicitations/Advertising in District Facilities

GENERAL REFS.: Acceptable Foods List ("A-List") by the John C. Stalker Institute of Food and Nutrition.

At a Glance Sheet, by the Arlington Wellness Committee.

*Healthy Students, Healthy Schools: Revised Guidance for Implementing the Massachusetts School Nutrition Standards for Competitive Foods and Beverages*, June 2012. Developed by: Massachusetts Department of Public Health, Massachusetts Department of Elementary and

Secondary Education, John C. Stalker Institute of Food and Nutrition and Framingham State University, Harvard School of Public Health and Boston Public Health Commission.

The Institute of Medicine's *Nutrition Standards for Foods in Schools* and the *Dietary Guidelines for Americans, 2010*.

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**Town of Arlington, Massachusetts**

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**Adjournment (P. Schlichtman)**



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**Town of Arlington, Massachusetts**

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**Submitted by Paul Schlichtman**